

Policy Title: Rent Reasonableness Assessments During Annual Recertification

Effective Date: 7/9/2025

Applies To: All Continuum of Care (CoC) Funded Programs

Policy Statement

A rent reasonableness survey shall be completed when a participant is wishing to move to a new unit or when the rental amount changes for an existing unit.

Purpose

To maintain compliance with HUD regulations and reduce administrative burden on program staff.

Scope

This policy applies to all staff and subrecipients administering CoC-funded housing programs.

Procedures

1. When a participant has selected a new unit for move-in, a rent reasonableness survey shall be conducted.
 2. When a participant wishes to remain in their current unit, staff must confirm whether the contract rent amount has changed since the last rent reasonableness assessment.
 - a. If the contract rent remains the same, a new rent reasonableness assessment is **not** required.
 - b. If the contract rent has changed, a new rent reasonableness assessment is required.
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Documentation Requirements

- All documentation should be maintained in accordance with HUD retention requirements.